

## **SIM Steering Committee Meeting**

**Monday June 15, 2015 3:00 – 5:00 PM**

### **West Virginia Department of Health and Human Resources Charleston**

#### Members in Attendance:

Karen L. Bowling, Sharon Carte, Fred Early (call-in), Sue Johnson-Phillippe, Joseph M. Letnaunchyn, Mike Riley

#### Members Absent:

Dr. Rahul Gupta, Dr. Adam Breinig, Ted Cheatham, Dr. James Becker, Cynthia Beane, Terri Giles

#### Project Management Team Attendees

Jeffrey Coben, Nancy Sullivan, Tom Gilpin, Courtney Newhouse

#### Advisory Board:

Ken Keller, Rene Sobolewski, Ben Diestel

Secretary Bowling welcomed and thanked everyone for being present. This was followed by introductions from Advisory Board Members. Following introductions, Secretary Bowling and the committee reaffirmed that substitute representatives will not be permitted to attend meetings in the absence of Steering Committee members.

Dr. Coben presented the results of recent Project Management meetings to organize and kick-off workgroup activities, including: organization and leadership, aims, process overview, guidance and facilitation, and a tentative schedule. Secretary Bowling asked that we emphasize the importance of participation when presenting to the Collaborative Workgroups members, and that participants should view this as their opportunity to contribute to a model for the entire state and not just their particular constituency. The PM team was asked to complete the planning process and to share the results at the next Steering Committee meeting.

Ken Keller continued the presentation, identifying the chosen Stakeholder Engagement Structure, Principles Driven “Grass Roots” Methodology. He continued by differentiating between the Steering Committee and Workgroup roles and responsibilities, emphasizing that information from public forums and focus group discussions will go to workgroups to investigate and discuss. The workgroups may consult Advisory Groups and the Project Management Team for support before presenting public and advisory group input to the Steering Committee for final feedback and approval. Ken concluded the presentation with a description of the major themes consistent across all SIM Models (HIT, Financial Model, Care Model, and Communication and Information) stating that the Workgroups will consistently address these areas throughout their work.

A discussion of the Steering Committee meeting schedule and process followed Ken’s presentation. The Steering Committee meetings will take place before the Workgroup meetings to allow the Committee: to decide on work to be done by the Workgroups for the month; to keep the Workgroups on track of the main goals of the Project; to review previous work provided by Workgroups to suggest areas of improvement; and to make final decisions.

An HIT/HIE discussion, including an update on the All Payer Claims Database status in WV, ended the meeting. The committee asked that the next meeting include a presentation of information on the implementation of All Payer Claims Database(s) in other states.

#### Next Steps

- Meetings/speakers: Survey will be distributed regarding topics of interest for future meetings.
- Workgroup details will be developed and shared at the next committee meeting, including a roadmap of activities, and a description/illustration of how Advisory Groups will contribute to the process. Suggestions included the development and use of templates to guide activities in a coordinated way and toward consistent outputs.
- Stakeholder engagement details to be developed and shared at the next committee meeting.
- HIT/HIE (claims data, multi-payer contribution to the database) details to be developed and discussed.

#### Future Steering Committee Meeting Schedule

Monday July 13<sup>th</sup> 3:00 - 5:00 PM

Monday August 10<sup>th</sup> 3:00 - 5:00 PM

Thursday September 10<sup>th</sup> 3:00 - 5:00 PM

Monday October 5<sup>th</sup> 3:00 - 5:00 PM

Monday November 2<sup>nd</sup> 3:00 - 5:00 PM

Monday December 7<sup>th</sup> 3:00 - 5:00 PM